



# BHARAT HEAVY ELECTRICALS LIMITED

( A Government of India Undertaking )  
HEAVY PLATES AND VESSELS PLANT  
PURCHASE DEPARTMENT  
VISAKHAPATNAM - 530012  
ANDHRA PRADESH(INDIA)

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Contact Ph No :0891-6681309  
Fax :0891-6681700  
Email :chirag@bhel.in  
Web : hpvp.bhel.in

| Enquiry No (Coll-No)                                                                                                                                                                                                                                                                                                                                                                                           | Enquiry Date | Due Date for Quotation |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------|
| H011800055                                                                                                                                                                                                                                                                                                                                                                                                     | 14.06.2018   | 28.06.2018             |
| Please quote Enquiry No, Date and due date in all correspondences. This is only a request for quotation and not an order.<br><b>Bid should be submitted in two parts. 1.Techno-commercial bid (Part-I) and 2.Price bid(Part-II) in a separate sealed cover and both covers must be placed in a third cover and sealed. Our Enquiry No., Enq. date &amp; Enq. Due date must be written on all three covers.</b> |              |                        |

| Item | Description                                                                      | Unit | Quantity | Delivery Quantity | Delivery Date |
|------|----------------------------------------------------------------------------------|------|----------|-------------------|---------------|
| 10   | SOLID TYRE (Rear) 6.50 x 10 (5.00)<br>7502B1800190<br>for ACE FORKLIFT           | NO   | 10.000   | 10.00             | 02.08.18      |
| 20   | SOLID TYRE (Front) 8.15 x 15(28*9-15)<br>7502B1800200<br>(7.00) for ACE FORKLIFT | NO   | 10.000   | 10.00             | 02.08.18      |
| 30   | SOLID TYRE 7.00 X 12<br>7502B1200860<br>For Voltas FORKLIFT                      | NO   | 8.000    | 8.00              | 02.08.18      |

## General Note:

### TERMS & CONDITIONS:

1) Please quote your Price on FOR BHEL HPVP Stores, Visakhapatnam basis. Please note that if P & F, Transit Insurance and freight are extra, quote the same item wise in your price bid.

2) Price Evaluation: Price shall be considered on Landed Cost basis (on item wise basis) (Cost to BHEL-HPVP, VSP - 12). Landed cost shall be worked out on price quoted including Quantity, Freight, Transit Insurance, loading on deviations, Custom Duty, loading as per Customs Notifications and Goods & Service Tax (GST) after taking out Input Tax Credit benefit, as applicable. The Comparative Statement shall be worked out on the Item Wise basis.

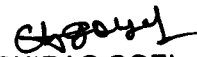
3) The Comparative Statement of the price prepared on the reference date shall remain firm throughout the execution period. Any change in duty & tax structure during execution of the contract will not be considered for re-ranking of vendors.

4)The lowest price received against the above Tender need not be commercially lowest price& BHEL-HPVP, VSP - 12 reserves the right to NEGOTIATE the same.

5)BHEL-HPVP, reserves the right / option to REFLOAT the Tender if price is not the lowest acceptable price to BHEL-HPVP.

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Yours faithfully,  
For BHARAT HEAVY ELECTRICALS LIMITED

  
**CHIRAG GOEL**  
Sr. Engineer (MP-Cape)  
Bharat Heavy Electricals Ltd.  
HPVP, VISAKHAPATNAM-530 012



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6) Payment Terms:100% Payment will be made within 45 days from the date of receipt and acceptance of material.

However, GST portion of invoice shall be released only upon

a) Vendor declaring the invoice in his GSTR-1

b) Receipt of Goods and Tax Invoice by BHEL

c) Confirmation of payment of GST thereon by vendor on GSTN Portal.

If the offer is not in line with the same, the following loading criteria will be adopted for evaluation (Offer with Payment Term as Payment against Proforma Invoice shall be rejected)

7) Loading Criteria for Payment Terms: Vendor should accept the payment terms specified above. However for any deviation to the payment terms offered with reference to the above criterion will be loaded with prime lending rate of SBI prevailing on date of opening of technical bid + 6%, which shall be computed for the differential period between BHEL Visakhapatnam terms of payment and the offered basic price.

8) Please submit your sealed quotation in TWO PART BID (PART I- Techno Commercial & Unpriced Bid, PART II - Priced Bid in separate covers) before 2 p.m on or before the due date. The Part I bids will be opened at 3 p.m on due date. The quotations shall be sent by post to "Manager (MP-Misc & CPS), BHEL-HPVP, Visakhapatnam-530 012 A.P" or quotations can be dropped in the Tender Box which is available in Admin Bldg, HPVP-BHEL Vizag

9) If you are not able to quote, please send your regret with the reasons.

10) Offer validity should be 60 days from tender opening date.

11) HPVP- BHEL reserves the right to increase/ decrease the qty.

12) Fax / mail offers will not be accepted.

13) DELIVERY PERIOD: The acceptable Delivery period shall be within 4 weeks to 6 weeks from the date of Purchase Order.

Loading Factor for delivery period:

The offers which do not conform to 4 weeks of delivery period but are within 6 weeks of delivery period shall be loaded for the delayed delivery beyond 4 weeks @ 0.5% per week or part thereof on the offered basic value.

Any offer quoting beyond 6 weeks of delivery period shall be summarily rejected.

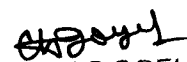
14) Supplier should confirm the acceptance for Part order quantity.

15) Inspection of material by BHEL HPVP on receipt of materials at our Stores or by BHEL approved inspection agency & rejected material if any is to be replaced within one week.

16) LD will be levied @ 0.5% of the price for each week of delay or part thereof up to a maximum of 10% of total purchase order value/undelivered portion is to be reckoned from the contract delivery date for the purpose of calculating the LD. (In case of recovery of LD, applicable GST also will be recovered)

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17) Loading Criteria for LD: Any deviation from above LD Clause to the extent for which LD is not agreed by the vendor i.e., differential % value will be loaded on basic price, e.g. If some vendor agrees for say maximum of 4% LD then his price will be loaded by 6% (10 -4) of his quoted basic price.

18) Special Provision for Micro and Small Enterprises (MSE) is enclosed at annexure 1.

19) Please fill the checklist for commercial terms enclosed at Annexure-2 and send the signed and stamped copy of the same along with your technical bid.

20) Please fill the Annexure 3 and send the signed and stamped copy of the same with your technical bid.

21) Please Sign and stamp all tender enquiry pages as token of acceptance of our TERMS & CONDITIONS and submit the same along with quotation.

22) BHEL-HPVP reserves the right to go for RA (reverse Auction) instead of opening the sealed envelope price bid. This will be decided after techno commercial evaluation of offers. All participating Bidders to give their acceptance for participating in RA. Non acceptance to participate in RA may result in Non consideration of their bids, in case BHEL decides to go for RA. In case BHEL decides to go for Reverse Auction, only those bidders who have given their acceptance to participate in RA will be allowed to submit 'Online sealed Bid'. Non submission of 'Online Sealed Bid' by bidder will be considered as tampering of the tender process and will invite action by BHEL as per extent guidelines in Vogue.

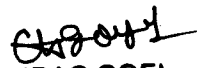
23. RISK PURCHASE: The delivery period stated shall be realistic and shall be strictly adhered to. If the deliveries are not maintained and if on the account, this company is forced to buy the materials elsewhere to avoid any loss or damage that the company may sustain thereby the purchaser is entitled to procure the material at the risk and cost of the seller.

24. Linking up of Old issues: In case if you have any outstanding problems with earlier supplies, you should not linkup against this enquiry or PO at later stages.

25. ARBITRATION: Notwithstanding anything contained in any document whatsoever, all questions, matters, disputes and claims relating to and arising out of this contract, shall be referred to sole arbitrator, who shall be appointed by Head of the Unit, BHEL, HPVP, Visakhapatnam at his sole discretion. Such appointment of arbitrator shall not take place unless and until a written request for appointment of arbitrator from any of the parties to the contract has been received by Head of the Unit as aforesaid. The arbitrator shall give his reasoned award. It is a term of this contract that no person other than a person appointed by such Head of the Unit as aforesaid,

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shall act as arbitrator and if for any reason that is not possible, the matter is not to be referred to arbitration at all. The venue of arbitration shall be such place as may be fixed by the arbitrator at his sole discretion. The award of arbitrator shall be final, conclusive binding on all the parties to the contract.

26. JURISDICTION: Not out of this contract including that arise out of arbitration and bank guarantees, shall be initiated, filed and tried only in the courts, tribunals and forums, situated at and having territorial jurisdiction over Visakhapatnam even though such jurisdiction also vests in courts, tribunals & forums situated elsewhere in the country.

27. GST Clause: The bidder to specify in their offer the category of their registration under GST like Registered, Unregistered and composite dealer.

The provisional GST registration number of Bharat Heavy Electrical Ltd, Heavy Plates and Vessels Plant, Visakhapatnam is "37AAACB4146P7Z8" with state Code as "37" and State Name as "Andhra Pradesh".

No GST will be reimbursed to unregistered or composite dealer. In the event, any GST is quoted by composite dealer, the same shall be added to the cost of supply in evaluating the bid.

Supplier shall mention their GSTIN registration number(GSTIN) in all their invoices and invoices shall be in the format as specified/prescribed under GST Laws. Invoices shall necessarily contain invoice number (in case of multiple numbering system is being followed for billing like SAP invoice no commercial invoice no etc., then the invoice No which is linked/uploaded in GSTN Network shall be clearly indicated), item description as per PO'Quantity Rate, Value, applicable taxes with nomenclature (like IGST , SGST , CGST & UTGST) separately, HSN/ SAC Code, etc.

All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/SAC code (Services Accounting Code).

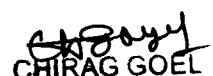
The bidder shall clearly indicate HSN (Harmonised System Nomenclature)/SAC (Service Accounting Code), its description and applicable rate of GST for each item in his techno-commercial bid.

In case GST credit is delayed/denied to BHEL due to non/delayed receipt of goods and/or tax invoice or expiry of timeline prescribed in GST law for availing such ITC, or any other reasons not attributable to BHEL, GST amount shall be recoverable from vendor along with interest levied/leviable on BHEL.

In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law shall be recoverable from vendor along with interest levied/leviable

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on BHEL.

Vendors must ensure compliance of all the applicable rules and procedure as envisaged in the GST Regime. Any loss to BHEL-HPVP due to fault / noncompliance by the vendor will be to the vendor's account.

28. The Bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice."

Fraud Prevention Policy: The Bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice."

29. Discrepancy in "Words" & "Figures":

a. If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.

b. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and

c. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (a) and (b) above.

If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.

**Enclosures:**

ANNEXURE 1, 2 & 3

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**Special Provision for Micro and Small Enterprises (MSE)**

Applicable for INDIAN Manufacturers only:

- i) As per the public procurement policy notified by the Central Government, Micro & Small Enterprises (MSE) participating in the tender quoting Price within Price band of L1 + 15% will be allowed to supply a portion of requirement subject to acceptance of L1 price in a situation where L1 price is from someone other than a Micro & Small enterprise and such Micro and Small Enterprise shall be allowed to supply upto 20% of Quantity. In case of more than one such MSE, the supply shall be shared proportionately.
- ii) 20% of the tendered quantity is earmarked for MSE suppliers in this tender.
- iii) Special provision for Micro and Small Enterprises owned by SC or ST:  
Out of 20% tendered quantity reserved for MSE suppliers, 4% shall be earmarked for procurement from MSE owned by SC/ST entrepreneurs.
- iv) MSE Suppliers can avail the intended benefits only if they submit along with offer, the attested copies of either EM-II certificate having deemed validity (Five Years from the date of issue of acknowledgement in EM-II) **OR** valid NSIC certificate **OR** EM-II certificate along with attested copy of a CA certificate (Format enclosed as per Annexure-C where deemed validity of EM-II certificate of Five Years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be date of bid opening (Part-I in case of two part bid). Non submission of such documents will lead to consideration of their bid at Par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazetted officer.

**Certificate by Chartered Accountant on letter head**

This is to Certify that M/S .....  
(hereinafter referred to as 'company') having its registered office at .....  
is registered under MSMED Act 2006, (Entrepreneur  
Memorandum No (Part-II) ..... dtd:.....,  
Category: ..... (Micro/Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the  
latest audited financial year ..... as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost  
excluding land and building and the items specified by the Ministry of Small Scale Industries vide its  
notification No.S.O.1722(E) dated October 5, 2006 :  
Rs.....Lacs
2. **For Service Enterprises:** Investment in equipment (original cost excluding land and building and  
furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED  
Act, 2006:  
Rs.....Lacs

**(Strike off whichever is not applicable)**

The above investment of Rs.....Lacs is within permissible limit of  
Rs.....Lacs for .....Micro / Small (Strike off which is not applicable)  
Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which is not  
applicable) and the date of graduation of such enterprise from its original category is .....  
(dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such  
enterprise from its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published  
in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name -

Membership number -

Seal of Chartered Accountant

## CHECK LIST FOR COMMERCIAL TERMS

Bidder's acceptance to BHEL Visakhapatnam's Standard Commercial Terms & Conditions.

(To be submitted along with the offer – please do not change the format)

| <b>BHEL -HPVP Visakhapatnam Tender Enquiry No. &amp; Date:</b>                                                                  |                         |
|---------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Description of commercial terms</b>                                                                                          | <b>Bidders response</b> |
| Prices have been quoted on "FIRM PRICE" basis only (Yes / No)                                                                   |                         |
| Prices have been quoted on "F.O.R BHEL Visakhapatnam" basis only (Yes / No)                                                     |                         |
| P & F (Please confirm whether included or not)                                                                                  |                         |
| Freight (Please confirm whether included or not)                                                                                |                         |
| Insurance (Please confirm whether included or not)                                                                              |                         |
| Validity of offer (we require a minimum period of 60 days from the date of Tender Opening – please Specify)                     |                         |
| GST% (Please Specify)                                                                                                           |                         |
| Delivery terms (As per clause No 13 of terms & conditions) (Yes / No)                                                           |                         |
| Liquidated damages (we require acceptance to @ ½% per week subject to a maximum of 10%) (Yes / No)                              |                         |
| Payment terms (Yes / No)                                                                                                        |                         |
| Risk Purchase Clause (Yes / No)                                                                                                 |                         |
| ARBITRATION Clause (Yes / No)                                                                                                   |                         |
| JURISDICTION Clause (Yes / No)                                                                                                  |                         |
| Vendor Status (MICRO / SMALL ENTERPRISES) (please Specify)<br>(If yes, please submit the supporting documents along with offer) |                         |
| Whether owned by SC/ ST Entrepreneurs (Yes / No)<br>(If yes, please submit the supporting documents along with offer)           |                         |
| Acceptance for reverse auction (Yes / No)<br>(Offers from vendors not accepting to participate in RA will be rejected)          |                         |

Signature & Office Seal of the bidder

## UN PRICED BID FORMAT

Annexure -3

Enquiry No.:

| Sl. No.   | ITEM DESCRIPTION | QTY. | UOM | HSN CODE | GST % |
|-----------|------------------|------|-----|----------|-------|
| 1         |                  |      |     |          |       |
| 2         |                  |      |     |          |       |
| 3         |                  |      |     |          |       |
| 4         |                  |      |     |          |       |
| 5         |                  |      |     |          |       |
| 6         |                  |      |     |          |       |
| Sub Total |                  |      |     |          |       |